

**TRIAL DIVISION – CIVIL**  
**MOTION/PETITION ASSIGNMENT**  
**MATRIX EFFECTIVE January 1, 2023**

**All Motions/Petitions filed with the Office of Judicial Records shall be assigned by the Civil Motions Program in accordance with the following matrix.**

**Note: The Motions/Petitions with Specific Protocols section should be referenced initially. If the Motion/Petition is not detailed there, the Motion/Petitions Assignments Based on Program section shall determine the judicial assignment.**

<b>Motions/Petitions with Specific Protocols</b>	
<b>Motions/Petitions requiring assignment to a specific Judge</b>	<b>Judicial Assignment</b>
❖ Motion to Consolidate	
➤ At least one related case is in either Arbitration, Arbitration Appeal or Major Non-Jury programs	Judge Fletman
➤ At least one related case is in Major Jury program	Major Jury Team Leader (if more than one MJ, assign to TL of oldest case)
➤ At least one related case is in Commerce program	Commerce Team Leader
❖ Motion to Transfer (from one program to another)	
➤ Transfer from Arbitration to Major-Non Jury ➤ Transfer from Major Non-Jury to Arbitration	Judge Fletman
➤ Transfer from Arbitration to Major Jury ➤ Transfer from Major Non-Jury to Major Jury ➤ Transfer from Major Jury to either Major Non-Jury or Arbitration	Major Jury Team Leader
❖ Notice of Program Management Dispute (Transfer to or from Commerce)	Supervising Judge Wright Padilla
❖ Motion to Proceed In Forma Pauperis ❖ Petition to Appoint an Arbitrator ❖ Miscellaneous Arbitration Applications	Supervising Judge Anders
❖ Motion to Settle/Discontinue Wrongful Death Claim	Administrative Judge Woods-Skipper
❖ Motion to Settle/Discontinue Minor's/Incapacitated Action	Judges Carrafiello, Overton, & Tsai (prior assignments in the case should be reviewed)
❖ Petition for Preliminary Injunction/TRO in all cases except the <u>Commerce Program</u> ❖ Motion for Discovery in Aid of Execution/Post-Judgment Relief in all cases except the <u>Commerce Program</u>	Motions Judge (Odd/Even)
❖ Motion for Advancement on Trial List ❖ Motion for Assignment to an Individual Judge ❖ Motion to Establish a Mass Tort Case Type	Administrative Judge Shirdan-Harris
❖ Motion to Appoint an Out-of-County Judge	President Judge Fox
❖ Petition for Authorization to Serve as Bail Bond Surety	Chair of Administrative Governing Board

<ul style="list-style-type: none"> <li>❖ Motion to Reconsider</li> <li>❖ Motion for Post-Trial Relief</li> <li>❖ Motion to Modify Order</li> <li>❖ Motion for Clarification</li> <li>❖ Motion for Contempt</li> </ul>	Judge who entered the subject order/worksheet
<ul style="list-style-type: none"> <li>❖ Motion to Enforce Settlement</li> <li>❖ Petition to Open and/or Strike Judgment</li> </ul> <p>(Note: Petitions to Open/Strike Confessions of Judgment are an exception. Refer to Judgments in the Programs section of this matrix for unique assignment protocols)</p>	Judge who approved settlement or entered judgment by order. If settlement or judgment were entered by praecipe without judicial approval, assign according to program designation.

Motions/Petitions Assignments Based on Program	
Program(s)	Judicial Assignment
<b>Arbitration</b>	
<ul style="list-style-type: none"> <li>❖ Venue and/or personal jurisdiction issues - including Motions to Dismiss Forum Non Conveniens, and Motions to Transfer to Other Jurisdiction</li> <li>❖ Motion to Stay Proceedings – if request for stay relates to the court proceedings and not stay of execution or other post-judgment relief</li> <li>❖ Preliminary Objections</li> <li>❖ Motion to Amend</li> <li>❖ Motion for Summary Judgment</li> <li>❖ Motion for Judgment on the Pleadings</li> <li>❖ Motion to Join Additional Defendant</li> </ul>	Judge Fletman
❖ All other motions/petitions	Motions Judge (Odd/Even)
<b>Agency Appeal</b>	
<ul style="list-style-type: none"> <li>❖ Case Type - Motor Vehicle Appeals</li> <li>❖ Case Type - Motor Veh Susp Breathalyzer Ref</li> <li>❖ Case Type - Authorization/Issue Auto Tags</li> </ul>	Judge Wright
❖ All other Case Types	Motions Judge (Team Leader)
<b>Code Enforcement (Equity – City of Philadelphia)</b>	
❖ All motions/petitions	Judge Wright
<b>Lead Contamination</b>	
❖ All motions/petitions	Judge Wright
<b>Eminent Domain</b>	
❖ All motions/petitions	Motions Judge (Odd/Even)

<b>Mortgage Foreclosure, Arb. Appeal, Major Non-Jury (except Partition Case Type) and Rent, Lease &amp; Ejectment</b>	
<ul style="list-style-type: none"> <li>❖ Motion in Limine/Frye Motion and all other trial-related motions</li> <li>❖ Motion for Extraordinary Relief</li> <li>❖ Motion to Withdraw Appearance</li> <li>❖ Venue and/or personal jurisdiction issues - including Motions to Dismiss Forum Non Conveniens, and Motions to Transfer to Other Jurisdiction</li> <li>❖ Motion to Stay Proceedings – if request for stay relates to the court proceedings and not stay of execution or other post-judgment relief</li> <li>❖ Preliminary Objections</li> <li>❖ Motion to Amend</li> <li>❖ Motion for Summary Judgment</li> <li>❖ Motion for Judgment on the Pleadings</li> <li>❖ Motion to Join Additional Defendant</li> <li>❖ Motion to Remove from/Remand to/Relist in Conciliation</li> </ul>	<b>Judge Fletman</b>
❖ All other motions/petitions	<b>Motions Judge (Odd/Even)</b>
<b>Major Non-Jury – Partition Case Type</b>	
❖ Motion to Enforce Settlement	<b>Motions Judge (Odd/Even)</b>
❖ All other motions/petitions	<b>Judge Fletman</b>
<b>Municipal Court Appeal</b>	
❖ Case Type – MC Landlord/Tenant	<b>Judge Wright</b>
❖ All other Case Types	<b>Motions Judge (Team Leader)</b>
<b>Petitions</b>	
<ul style="list-style-type: none"> <li>❖ Case Type – Auction Motor Vehicle</li> <li>❖ Case Type – Election Matters</li> </ul>	<b>President Judge Fox</b>
<ul style="list-style-type: none"> <li>❖ Case Type – Sequestration</li> <li>❖ Case Type – Financial Monitor Program</li> </ul>	<b>Supervising Judge Wright Padilla</b>
❖ Case Type – Nunc Pro Tunc Petition (if relief relates to any action that involves Penn Dot or a Landlord-Tenant de novo appeal)	<b>Judge Wright</b>
❖ All other Case Types	<b>Motions Judge (Odd/Even)</b>
<b>Commerce (Jury &amp; Non-Jury-Expedited, Standard, Complex)</b>	
❖ All motions/petitions including <b>post-judgment motions</b> filed in a Commerce case are to be assigned to one of the three judicial team leaders associated with the individual case.	<b>Commerce Team Leader</b>

<b>Mechanics Lien</b>	
❖ All motions/petitions in commercial cases over \$50,000.00	<b>Commerce Team Leader</b>
❖ All motions/petitions in residential cases and cases under \$50,000.00	<b>Motions Judge (Odd/Even)</b>
<b>Major Jury (Jury-Expedited, Standard, Complex)</b>	
❖ All motions/petitions filed in a Major Jury case are to be assigned to the judicial team leader as indicated below:	
➤ Major Jury 2023	<b>Supervising Judge Anders</b>
➤ Major Jury 2022	<b>Judge Carpenter</b>
➤ Major Jury 2021	<b>Judge Cohen</b>
➤ Major Jury 2020 & back	<b>Judge Shreeves-Johns</b>
<b>Class Action</b>	
❖ All motions/petitions including <u>post-judgment motions</u> filed in a Class Action case are to be assigned to one of the three judicial team leaders associated with the individual case.	<b>Commerce Team Leader</b>
<b>Taxi Cab Medallion Loan Program</b>	
❖ All motions/petitions including <u>post-judgment motions</u> filed in this program	<b>Supervising Judge Wright Padilla</b>
<b>Mass Tort</b>	
❖ All Case Types	<b>Judge Fletman</b>
<b>Tax Cases (Real Estate Tax Lien Petition)</b>	
❖ All motions/petitions	<b>Motions Judge (Odd/Even)</b>
<b>Judgments</b>	
❖ Petition to Open/Strike Confession of Judgment	<b>Commerce Team Leader</b>
❖ Petition/Motion for Stay filed prior to disposition of a Petition to Open/Strike Confession of Judgment	
❖ All other motions/petitions	<b>Motions Judge (Odd/Even)</b>
<b>Conservatorship Act 135</b>	
❖ All motions/petitions	<b>Judge Butchart</b>